

# **Time Management for Graduate Students in Computer Science**

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# My Experience

- Earned MS after being away from school for a long time
- Live in Brooklyn (1hr commute... usually)
- Working Full-time; 9-5 M-F

# My Experience

- Undergrad -> Know what is required to get an 'A'
- SEAS -> Some work is never finished; the students that come closest get an 'A'

# My Experience@SEAS

- MOST classes require collaboration in group projects
  - Choose your teams wisely! (Lifestyle, Schedule)
  - Be OK with doing more than everyone else (even if you aren't, it might feel that way).

# My Experience@SEAS

- Some classes are REALLY HARD!
  - Mostly the CORE
  - Know what you should NOT take together (for example: PLT & OS)
- Do your readings in advance of class!

# Time Management for System Administrators & SCRUM

- Make lists
  - Personal/Professional list together!
  - Label each item A,B,C
  - Redo it every day! (some C's will not get done)
- Rebalance

# Time Management for System Administrators & SCRUM

- Use a calendar; refer to it when you are making your list
- Understand interruptions halt work for MUCH longer than the interrupt.

# Know **WHERE** you work best

- I don't work well at home. Local coffeeshop saves me from coming to campus.
- I prefer work environments like Watson library (Uris) where I can see a far distance and mostly every person I see is committed to getting work done.
- CS Lounge can be good or bad.



# Invest in learning your tools.

- As an example; 1hr invested in the emacs tutorial will pay you back forever.
- Learn Linux!( $\frac{1}{2}$  joking)
- Git, eclipse, etc...

# Have a 'real' laptop

Have a machine you can actually work on

- Not a tablet.
- Not a 'chromebook'.
- Not a 'netbook'.

Be careful with your back!

# Manage your Stress

- Exercise (Journal of Labor Research says you'll earn 9% more)
- Eat Right
- Drink Water

# Manage your Stress

- SLEEP !!!
  - Sleep deprivation leads to diminishing returns.
  - Sometimes that bug just needs a fresh set of eyes.
- Get up from your machine; learn about protecting against carpal tunnel; refocus your eyes.

# Manage your Stress

(Do I need to mention this? It helps.)

## Hygiene Matters!

- Shower
- Cut your fingernails
- Laundry

You need your classmates; they are a fantastic resource.

# Manage your Stress

When you get stressed:

- Talk to someone.
- Know where to get help.
- It's never as bad as you think.

<https://health.columbia.edu/staying-healthy/stress-coping>

# Running out of time?

- Your professors are people too; talk to them.
- Pick your battles

# Other Tips...

If you are a commuter:

- Trains get MUCH worse after 11pm.
- Know where the comfortable couches are; claim them early.
- Get towel service and shower at the Gym



Thank You &  
Good Luck!